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5 October 1970

MEMORANDUM

TO: Budget Officer

THRU: Chief, Special Support Staff

FROM: Finance Division

SUBJ: Project Approving Officers

1. This office has encountered difficulties concerning the individual who should approve accountings and vouchers in connection with various projects approved by PRC action. The basis for the difficulty arises out of Paragraph 10.5 of Confidential Funds Regulations which requires that each accounting or voucher must be approved by an Approving Officer and further states that such Approving Officers must be designated by the Assistant Director. In connection with many of such projects, it has been indicated by certain Assistant Directors that they desire particular individuals to assume full responsibility for the administration of a particular project. However, due to the nature of the regulations, this office has required that each accounting or voucher be approved by the Assistant Director where there is an absence of delegation of authority to a specified approving officer.

2. In many instances, the accountings are inadvertently forwarded to this office without the approval of the Assistant Director involved and this office has been required to refuse payment thereon because of this technicality. In other instances, minor advances have been desired and the operations delayed because of this technicality. Whenever an Assistant Director indicates a desire to have a particular individual control and be responsible for a particular project, this office has assisted in the preparation of the necessary delegation of authority.

3. It appears from past and current experience that if the Approving Officer were designated at the time of the approval of the project that it would facilitate the subsequent administration of the

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project and serve to eliminate some of the confusion and delay which now occurs. It is respectfully suggested that the FPC give consideration to this point when approving future projects.

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Deputy Chief, Finance Division

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